

8100 PROCEDURE 407

Notification for Movement of CAL FIRE Aircraft

(April 2010)

[\(See HB 8300 - Aviation Management\)](#)

A. The following aircraft are subject to this procedure:

1. All CAL FIRE helicopters.
2. All CAL FIRE owned air tactical, air tankers and aircraft under contract to CAL FIRE during the contract availability period or extension periods.
3. All CAL FIRE administrative aircraft.

B. Under the following conditions, a CAL FIRE Command Center shall be notified when the aircraft listed above are moved:

1. Emergency incident-related flights: Includes emergency incident response, move-up and cover flights. These flights are normally initiated by the ECC and therefore notification of aircraft movement is accomplished via the procedures in [HB 8100p320 – Resource Ordering - Aircraft](#).
2. Non-emergency incident-related flights ([HB 8100p408 – Aircraft Use Authorization for Non-Emergency Incident/Event](#)): Point-to-point flights for the purpose of maintenance, training, evaluation, proficiency, static displays, public relations events, or any other authorized mission-oriented movement of aircraft. A flight is not authorized until an order and request number have been issued and the appropriate controlling CC has been notified.
3. Non-incident related flights: Short duration (less than 1 hour) flights beginning and ending at the same point which are conducted for maintenance/evaluation purposes and are not mission oriented. The pilot must notify the local CC via telephone or radio prior to departure and again upon landing. A flight is not authorized until the pilot has made positive contact to the departure CC prior to the mission.
4. Flights originating at the CAL FIRE Aviation Management Unit (AMU): These include flights requested by AMU, and/or for aircraft flights to AMU for service/maintenance. A flight is not authorized until a request is received by Unit ECC.

Departure CC

1. Receive flight request information from the pilot or an order and request number from Region OCC.
2. Provide resource fill information in the resource ordering system of record, as needed.

3. Follow Automated Flight Following (AFF) procedures ([See HB 8100p400 - Flight Following Requirements](#)).

Region OCC

1. Receive the flight information in the resource ordering system of record.
2. Advise the region duty chief of aircraft movement as appropriate.

Requesting CC

1. The requesting CC receives fill information in the resource ordering system of record and/or intercom notification of aircraft movement.
2. The requesting ECC makes notifications per local procedure.

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